

SECRET

2 June 1966

MEMORANDUM FOR: Deputy Director of Security (PTOS)

SUBJECT : Replacement Policy - Area Security  
Officers on Leave, Trips, etc.

1. As the writer has discussed with you on a number of occasions, the filling of Area Security Officer jobs while on leave, trips, etc., continues to be a problem.

2. Perhaps the problem continues in view of the absence of a firm policy or procedure office-wise or in PTOS regarding this situation.

3. There are only three places, which, in the past, have indicated the need for assistance when the Area Security Officer is on extended leave and they are FE, NE, and WH. It is felt that a firm policy or procedure, probably a PTOS policy or procedure, should be made in the near future.

4. Attached is a request of assistance from the writer to the DD/PS, which he turned down stating "If I send Joe anywhere for an extended period, it will be to WH on a trip."

5. Please advise your wishes in this matter.

/s/

25X1A

Assistant Deputy Director of Security (PTOS)

**Attachment**

Distribution: Orig & 1 - Adse w/att.

① - ADD/PTOS

1 - Chrono

OS/ADD/PTOS:CCC:jmj (2 Jun 66)



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CENTRAL INTELLIGENCE AGENCY  
OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	D/Sec.	4/4/66	X/fo
2			
3	DD/PTOS	6/17/66	ew
4	[REDACTED]		
5	25X1A		
6			

<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> PREPARE REPLY
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> DISPATCH	<input type="checkbox"/> RECOMMENDATION
<input type="checkbox"/> COMMENT	<input type="checkbox"/> FILE	<input type="checkbox"/> RETURN
<input type="checkbox"/> CONCURRENCE	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> SIGNATURE

Remarks:

Thank you - very good - I hope this will help us improve our record.

25X1A

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FOLD HERE TO RETURN TO

SS AND PHONE	DATE
DD (PTOS)	